



## TOWN OF TYNGSBOROUGH

Office of the Board of Selectmen

25 Bryant Lane

Tyngsborough, MA 01879

Tel: 978 649-2300 Ext. 100 Fax: 978 649-2320

APPROVED

### Board of Selectmen Meeting Minutes

Monday, January 23, 2012 at 6:00 P.M.

Community Room, Town Offices, 25 Bryant Lane

Members Present: Selectman Rick Reault, Selectman Robert Jackson, Selectwoman Elizabeth Coughlin, Selectman Allen Curseaden, Selectman Corliss Lambert

Staff Present: Michael Gilleberto, Admin Assistant Therese Gay

The listing of matters are those reasonable anticipated by the Chairman which may be discussed at the meeting. Not all items listed may in fact be discussed, and other items not listed may also be brought up for discussion to the extent permitted by law.

#### 1. 6:00 PM Open Meeting/Pledge of Allegiance

The Chairman called the meeting to order. The Board was introduced, the Pledge to the Flag, and the Agenda was read by the Clerk of the Board.

#### 2. New Business:

##### A. 6:05 PM Verizon Pole Petition Hearing - Pawtucket Blvd.

The Chairman called the hearing to order on a motion by Selectman Jackson, second by Selectman Curseaden, the Clerk read the notice sent to the abutters. The Board waived the reading of the abutters' list on a motion by Selectman Jackson, second by Selectman Curseaden. The Chairman invited Mr. Joe Gleason, Rights of Way, representing the petitioners National Grid and Verizon. The plan calls for three stud poles to be placed on the westerly side of Pawtucket Blvd at the Frost Road intersection. The poles are necessary to further support existing wires. There were discussions about the locations, the plan not being more accurate and the pending location of existing telephone poles. Mr. Gleason will contact National Grid for a more in depth description of why the stud poles are necessary and will also contact the engineer to present a more accurate plan. Mr. Gleason will also address the relocation of poles at the new/old Blvd. The Board voted 5-0 on a motion by Selectwoman Coughlin, second by Selectman Lambert to continue the hearing to Monday January 30<sup>th</sup> at 6:05 PM at the Town Offices.

##### B. 6:15 PM NMCOG

###### • Regional Strategic Plan

The Northern Middlesex Council of Governments prepared a Regional Strategic Plan for Tyngsborough, Ms Beverly Woods, Director of NMCOG presented the Plan to the Selectmen. The Plan was funded by Massachusetts Executive Office of Housing and Economic Development (EOHED) to assist in planning for future development and for the preservation of natural resources and open space. It assesses existing conditions and offers recommendations regarding housing, economic development, land use, open space, natural and cultural resources and renewable energy, the endorsed RSP will be used by the Commonwealth for making future investment decisions. The goal is to use land efficiently, address infrastructure barriers to future development, support the redevelopment of underutilized land, encourage sustainability, provides diverse housing opportunities and to build upon the economic strengths of each community. Ms Woods would like to have the Boards endorsement, and any changes can be incorporated. Ms Woods would like to submit the plan to the State within the next two weeks to late February. The Board will hold on to for input and will reach out to the Planning Board to discuss.

- **Regional 911**

Ms Beverly Woods Director of NMCOG, gave an overview of the Regional Emergency Communications Center Feasibility Study. The project began at the request of the administrative officers to utilize a \$100,000 in development grant funding from the State 911 Dept. A work group was form that comprises of the police and fire chiefs from all nine NMCOG communities. The study is to determine the feasibility and desirability of improving and consolidating 911 dispatch services; currently there are 11 public safety answering points within the region. The dispatchers handle multiple functions within their community, in addition to dispatching calls. Ms Woods mentioned the limitations, efficiencies and the disadvantages of consolidating the 911 service. Ms Woods also presented the calculated cost savings for each community if they joined the Regional 911 Emergency Center. The next step is to apply for a development grant to further study governance of the RECC. The Board thanked Ms Woods for her presentation on the Regional Plan and the Regional 911. The Board is interested in the study so long as there is no monetary obligation, the study will be funded though State grants. The Board voted 5-0 on a motion by Selectman Curseaden, second by Selectman Jackson to authorize Northern Middlesex Council of Governments to continue to the second phase of the Regional Emergency Communications Center Feasibility Study and that there would be no exposure financially.

**C. Highway Department**

- **Snow Removal**

Mr Hustins and Mr. Gill presented their snow removal plan to the Board. The Board thanked them for coming in and do not have plans to change anything at this time. Winter is almost over and there is no benefit in changing the operation at this time.

**C. Special Town Meeting/Review/Sign/Post**

The Board reviewed the Special Town Meeting Warrant Articles. The Board will continue the final review with the Finance Committee on Monday January 30<sup>th</sup>. The Board did discuss article 4 voted 5-0 on a motion by Selectman Jackson, second by Selectman Curseaden to withdraw Article 4 from the Warrant.

**D. Presidential Primary Election Warrant - Sign**

The Board voted 5-0 on a motion by Selectwoman Coughlin, second by Selectman Lambert to sign the Presidential Primary Warrant.

**3. Old Business – No Old Business This Evening**

**4. Citizen/Business Time – No Citizen came forward this evening.**

Citizens or business owners may contact the Office of the Selectmen to request to address the Selectmen during citizen/business time. Citizens or business owners who have not contacted the Office of the Selectmen in advance may address the Board of Selectmen on matters of interest to the public for not more than five (5) minutes.

**5. Meeting Minutes: Review/Approve**

**Minutes Deferred To Monday January 30, 2012 Meeting.**

- Review/Approve Board of Selectmen Meeting Minutes
  - A. Thursday November 3, 2011 Work Session Minutes
  - B. Monday December 12, 2011 Meeting Minutes
  - C. Thursday December 15, 2011 Work Session Minutes
  - D. Friday December 16, 2011 Work Session Minutes
  - E. Monday December 19, 2011 Meeting Minutes
  - F. Thursday December 22, 2011 Work Session Minutes
  - G. Monday January 9, 2012 Meeting Minutes

**Executive Session Review/Approve/Not Release**

- A. Thursday November 3, 2011
- B. Monday December 12, 2011

- C. Monday December 19, 2011
- D. Thursday December 22, 2011
- E. Monday January 9, 2012
- Regular/Executive Session Minutes Undrafted
  - A. Regular Session
    - Monday August 29, 2011
    - Monday September 12, 2011
    - Monday October 17, 2011 Meeting
    - Monday November 14, 2011 Meeting
    - Monday November 21, 2011 Meeting
  - B. Executive Session
    - Monday October 17, 2011
    - Monday November 21, 2011

## **6. Correspondence**

A list of correspondence will be included with approved meeting minutes per the requirements of the Massachusetts Open Meeting Law and may be posted online at [www.tyngsboroughma.gov](http://www.tyngsboroughma.gov). Copies of correspondence may be requested from the Office of the Board of Selectmen.

The Board voted 5-0 on a motion by Selectwoman Coughlin, second by Selectman Lambert to accept the correspondence as presented and read. Selectwoman Coughlin suggested that the Board present Louanne Jendron, Representative Colleen Garry's Assistant with a citation for her many years of service to the Town. The Board voted 5-0 on a motion by Selectwoman Coughlin, second by Selectman Jackson to present Louanne Jendron a Citation.

## **7. Selectmen's Reports**

- Selectman Coughlin spoke on the Energy & Environmental Affairs projects that are ongoing, the building insulation project, the electric vehicle charging stations. The Eagle Scout who is working on a movable Kiosk powered by solar energy. Attended the MMA conference this past weekend and spoke on the success of the licensing process for 2012. The Cable contract negotiations will be starting. And I also attended the dinner theater, it was a great production.
- Selectman Reault reminds everyone about the Special Town Meeting on Wednesday February 15 at the Tyngsborough Elementary School at 7PM.
- Selectman Jackson attended the Dinner Theater put on by the Education Foundation and the Friends of the Theater. It was a great production and the fundraiser was a success.
- Selectman Curseaden would like to proceed with the Technology that was presented to the Board at a past meeting. Has spoken with the IT Director about the software to use and the purchase of an iPad or table similar to the one I use.
- Selectman Lambert spoke on the preservation of the Winslow School Building, making sure it is secured for the winter and also to make arrangements to have the moldy rug removed and the need to step up and protect our historic buildings. Would like an up date on the licenses that had conditions imposed to see if they have complied. I am not happy that meetings to discuss goals and objectives have not been done in a timely fashion.

## **8. Town Administrator's Reports**

The Administrator asked that the Board waive the reading of the report and accepts it as presented. The Historical Preservation Committee is proceed with the RFP on the Barn, and will have a written plan on how to move forward.

## **9. Executive Session (if needed)**

The board may move to go into executive session to discuss strategy with respect to collective bargaining, litigation, or exempt negotiations if an open meeting may have a detrimental effect on such subject matters.

- Collective Bargaining

The Board voted on a motion by Selectman Lambert, second by Selectwoman Coughlin to enter into Executive Session to discuss strategy with respect to collective bargaining, as an open meeting may have a detrimental effect on such subject matters and to return to open session. Roll Call Vote: Selectman Lambert, yes; Selectman Curseaden, yes; Selectwoman Coughlin, yes; Selectman Jackson, yes; Selectman Reault, yes.

The Board entered into executive session at 9:30P.M.

**10. Work Session**

The Board voted 5-0 on a motion by Selectman Lambert second by Selectman Jackson to enter into a Work Session. The Board entered into a Work Session at 11:00PM. The Board discussed the timing of a second interview with a candidate who applied for the Town Accountant's position.

**11. Adjournment**

The Board voted 5-0 on a motion by Selectman Lambert second by Selectman Jackson to adjourn the meeting. The meeting adjourned at 11:15PM.

Respectfully submitted

Therese Gay  
Admin Assistant

Approved on Monday March 12, 2012



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#### **2. New Business:**

A. 6:05 PM: Verizon Pole Petition Hearing – Pawtucket Blvd.

B. 6:15 PM NMCOG

- Regional Strategic Plan

- Regional 911

C. Highway Department

- Snow Removal

D. Special Town Meeting – Review Warrant Articles

E. Presidential Primary Election – Sign Warrant

#### **3. Old Business**

#### **4. Citizen/Business Time**

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- Regular/Executive Session Minutes Undrafted

**A. Regular Session**

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**7. Selectmen's Reports**

- Selectman Coughlin – Energy & Envir Affairs/Licenses/Insp/Util/Transportation
- Selectman Reault – Northern Middlesex Council Of Government
- Selectman Jackson –
- Selectman Curseaden – Technology, Pawtucket Blvd Project, Abandoned Homes
- Selectman Lambert –

**8. Town Administrator's Reports**

- Response to Selectmen's Requests
- Budget
- Departmental Information
- Contracting/Procurement
- Other

**9. Executive Session (if needed)**

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- Collective Bargaining

**10. Work Session (if needed)**

**11. Adjournment**

**Future Meetings**

**Selectmen's Meeting Monday, January 23, 2012 at 6:00 PM at the Town Offices**

**Selectmen's Meeting Monday, January 30, 2012 at 6:00 PM at the Town Offices**

**Selectmen's Meeting Monday, February 13, 2012 at 6:00 PM at the Town Offices**

**Special Town Meeting Wednesday, February 15, 2012 at 7:00 PM at Tyngsborough Elementary School**

**Board of Selectmen Correspondence - Week of January 20, 2012**

[illegible]